

## HOME SCHOOL/PRIVATE SCHOOL SATELLITE PROGRAM DRIVING SCHOOL CERTIFICATE DL 387D, DL 387E, DL 388C, and DL 118 ORDER FORM

**Instructions:**

- Print clearly in blue or black ink or type.
- This order form will only be accepted for **Home Schools/Private School Satellite Programs** ordering Certificate of Completion of Classroom Driver Education, DL 387D, Certificate of Completion of Non-Classroom Driver Education, DL 387E, Certificate of Completion of Driver Training, DL 388C, and Student License, DL 118. Any changes made to this order form for a certificate not listed below will **not** be accepted, and incomplete order forms will **not** be filled. To order all other Driving School supplies use order form DL 396A available at [www.dmv.ca.gov/vehindustry/ol/forms/driver\\_ed.htm](http://www.dmv.ca.gov/vehindustry/ol/forms/driver_ed.htm).
- Forms DL 396 and DL 803 must be submitted with this order form. A separate DL 803 is required for each type of certificate ordered. Additional form OL 804 is required if ordering Student Licenses. Forms are available at [www.dmv.ca.gov/vehindustry/ol/forms/driver\\_ed.htm](http://www.dmv.ca.gov/vehindustry/ol/forms/driver_ed.htm).
- Order the amount of certificates needed for a 12-month period. The number of certificates requested may be reduced based on usage reported on the DL 803.
- Mail completed order form and any additional forms required to: Department of Motor Vehicles, Business Licensing Unit, P.O. Box 932342, Mail Station L224, Sacramento, CA 94232-3420.

Please send \_\_\_\_\_ Certificate of Completion of Classroom Driver Education, DL 387D to:  
NUMBER OF CERTS

Please send \_\_\_\_\_ Certificate of Completion of Non-Classroom Driver Education, DL 387E to:  
NUMBER OF CERTS

Please send \_\_\_\_\_ Certificate of Completion of Driver Training, DL 388C to:  
NUMBER OF CERTS

Please send \_\_\_\_\_ Student License, DL 118 to:  
NUMBER OF CERTS

SCHOOL NAME		SCHOOL ID NUMBER (IF APPLICABLE)	
BUSINESS ADDRESS	CITY	STATE	ZIP CODE

***I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.***

Must be signed by the principal, assistant principal, or superintendent of the school. An instructor, secretary, or representative is not authorized to sign.

PRINTED NAME	TITLE	AREA CODE/TELEPHONE NUMBER (      )
SIGNATURE <b>X</b>		DATE

**NOTE:** Allow 4–6 weeks to process your order. Courier Service will deliver all orders. Someone must be present to receive and sign for shipment.

DEPARTMENTAL USE ONLY – Complete this section when processing Driving School Certificate orders.	
DATE ORDER RECEIVED	DATE ORDER SENT TO WAREHOUSE
EMPLOYEE'S PRINTED NAME	EMPLOYEE'S SIGNATURE <b>X</b>